



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Mark Simon • Vice-President – Kevin Graves • Director – Bill Pease • Director – Chris Steele • Director – Marianne Wiesen

**MINUTES OF THE JOINT MEETING OF THE
BOARD OF DIRECTORS AND COMMUNITY CENTER ADVISORY COMMITTEE
OF THE TOWN OF DISCOVERY BAY**

Wednesday, October 23, 2013

JOINT MEETING 6:30 p.m.

1800 Willow Lake Road, Discovery Bay, California

Website address: www.todb.ca.gov

Board of Directors

**Mark Simon, President; Kevin Graves, Vice-President;
Bill Pease, Director; Chris Steele, Director; Marianne Wiesen, Director**

Community Center Advisory Committee Members

Kevin Graves, Chair; Chris Steele, Vice-Chair; Diane Alexander, Paul Emmett, Kris Farro

JOINT MEETING OF THE BOARD OF DIRECTORS AND COMMUNITY CENTER ADVISORY COMMITTEE

A. ROLL CALL

Call business meeting to order – 6:30 p.m. by President Simon

Pledge of Allegiance – Led by Director Pease

Roll Call – All present with the exception of Director Steele and Member Farro

Director/Vice-Chair Steele – Arrived at 6:36 p.m.

Community Center Member Farro – Arrived at 6:41 p.m.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. PRESENTATIONS

1. **Catherine Kutsuris, Director, Contra Costa County Department of Conservation and Development**
 - **Ms. Kutsuris will update the Board and Committee on the terms and conditions relative to the Contra Costa County, Hofmann Company, and Town of Discovery Bay Community Center Deal Points and related matters**

General Manager Howard – Introduced Catherine Kutsuris, Director, Contra Costa County Department of Conservation and Development

Catherine Kutsuris, Director, Contra Costa County Department of Conservation and Development – Provided the details of item C-1. There was discussion between the Director, Contra Costa County Department of Conservation and Development, the Board, and the Community Center Committee.

D. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Vice-President Graves – Provided his report for the East Contra Costa County Fire Protection District meeting dated October 7, 2013

Vice-President Graves – Provided his report for the Contra Costa County Aviation Advisory Committee meeting dated October 10, 2013

E. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion. This is an action of the Community Center Committee Only.

1. **DRAFT minutes of previous Community Center meeting dated September 10, 2013**

Motion by: Chair Graves to approve the Consent Calendar

Second by: Director Pease

Vote: AYES: 5, NOES: 0

F. NEW BUSINESS AND ACTION ITEMS

1. Summary of Community Center Building Considerations

General Manager Howard – Provided details of item F-1. There was discussion between the General Manager, the Community Center Committee, and the Board.

Motion by: Vice-President Graves to move forward with a not to exceed \$80,000.00 for the renovation and furnishing of the Community Center in order to operate as a Community Center

Second by: Director Wiesen

Vote: Motion Carried – AYES: 8, NOES: 0

2. Community Center Site Demand and Use Opportunities

General Manager Howard – Provided details of item F-2. There was discussion between the General Manager, the Parks and Landscape Manager, the Community Center Committee, and the Board.

3. Community Center Five-Year Financial Forecast for FY 2014/15 through FY 2018/19

General Manager Howard – Provided details of item F-3. Parks and Landscaping Manager provided additional details of item F-3. There was discussion between the General Manager, the Parks and Landscape Manager, the Community Center Committee, and the Board. There was one Public Comment Speaker.

4. Recreation Program and Newsletter

General Manager Howard – Provided details of item F-4. There was discussion between the General Manager, the Parks and Landscape Manager, the Community Center Committee, and the Board. There were two Public Comment Speakers.

5. Discussion and Consideration of a Plaque at the Discovery Bay Community Center

General Manager Howard – Provided details of item F-5. There was discussion between the General Manager, the Parks and Landscape Manager, the Community Center Committee, and the Board. There was one Public Comment Speaker. The Board of Directors and the Community Center Committee took no action on item F-5.

6. Concrete Pad at the Community Center

General Manager Howard – Provided details of item F-6. There was discussion between the General Manager and the Board. Staff will proceed with replacing the gravel portion of the driveway with concrete in the amount of \$5,250.00

G. FUTURE AGENDA ITEMS

None

H. ADJOURNMENT

The meeting adjourned at 8:28 p.m. to the next Board of Directors and Community Center Committee Joint meeting at 1800 Willow Lake Road.

//cmc – 10.24.13

<http://www.todb.ca.gov/content/agenda-and-minutes/>